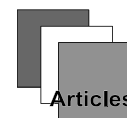
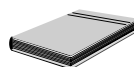


# National Agricultural Library Document Delivery Services Branch

Print Materials



## Services Available to Eligible Food and Nutrition Patrons

Through an interagency agreement with the Food and Nutrition Service (FNS) of USDA and the University of Maryland, the National Agricultural Library (NAL) has expanded the categories of users eligible for direct loan of books and audiovisuals, free photocopies of journal articles, and comprehensive reference/research services. The expanded group includes personnel working directly with the following programs:

- Child Nutrition Program (school district and individual school faculty, librarians or media center staff, nurses and food service personnel)
- Nutrition Education and Training Program (NET)
- Supplemental Nutrition Program for Women, Infants and Children (WIC)
- Commodity Supplemental Food Program (CSFP)
- Food Distribution Program on Indian Reservations (FDPIR)
- Child and Adult Care Food Program, including Head Start (CACFP)
- University of Maryland Nutrition Extension Agents and Dept. of Nutrition and Food Science Faculty (UMD)
- Howard University Department of Nutritional Sciences Faculty

USDA employees working under these programs are eligible for the full range of services described in the information sheet "Services Available to USDA Employees" (also available on [www.nal.usda.gov/ddsb/ddsusda.htm](http://www.nal.usda.gov/ddsb/ddsusda.htm)), and should consult that sheet or web page for document delivery guidelines. Individuals **not** affiliated with one of the above groups or **not** employed by USDA should submit document delivery requests through a local library using interlibrary loan.

### Loan Service

The loan period for NAL materials is 4 weeks. Loans may be renewed for an additional 4 weeks if there is no one else waiting to use the material. Make renewal requests in writing or by calling (301) 504-5798 prior to the due date.

### Non-Circulating Materials

The following materials are not available for loan: serials (except for USDA serials); rare, reference, and reserve books; microforms; and proceedings of conferences or symposia. Although the above materials are non-circulating, requests for these materials may be filled as microform or paper copies if the material does not fall under copyright restrictions. Please indicate on the original request form if a copy of the material is acceptable in place of a loan.

### Copy Service

Copies of journal articles and duplication of microform materials are delivered by email PDF attachment, email PDF post-to-web, fax, ARIEL, or U.S. Postal Service. More information on delivery options is provided on [www.nal.usda.gov/ddsb/deliveryoptions.htm](http://www.nal.usda.gov/ddsb/deliveryoptions.htm). Electronic delivery is the preferred method of document delivery at NAL. Requests for copies of material will be delivered electronically whenever an email address, fax number or ARIEL IP address appears on the request.

### How to Format Requests

Please refer to the Request Information page, [www.nal.usda.gov/ddsb/delivery.htm](http://www.nal.usda.gov/ddsb/delivery.htm), for the latest information on formatting a request for materials.

## Contact Information

The National Agricultural Library is open Monday through Friday from 8:30 a.m. until 4:30 p.m. The library is closed on Federal holidays.

National Agricultural Library:	<a href="http://www.nal.usda.gov">www.nal.usda.gov</a>
For general information or reference assistance:	301-504-5755 <a href="mailto:agref@nal.usda.gov">agref@nal.usda.gov</a>
For information on document delivery services:	301-504-5717 <a href="mailto:access@nal.usda.gov">access@nal.usda.gov</a> <a href="http://www.nal.usda.gov/ddsdb">www.nal.usda.gov/ddsdb</a>
Food and Nutrition Information Center:	301-504-5719 <a href="mailto:fnic@nal.usda.gov">fnic@nal.usda.gov</a> <a href="http://www.nal.usda.gov/fnic/">www.nal.usda.gov/fnic/</a>